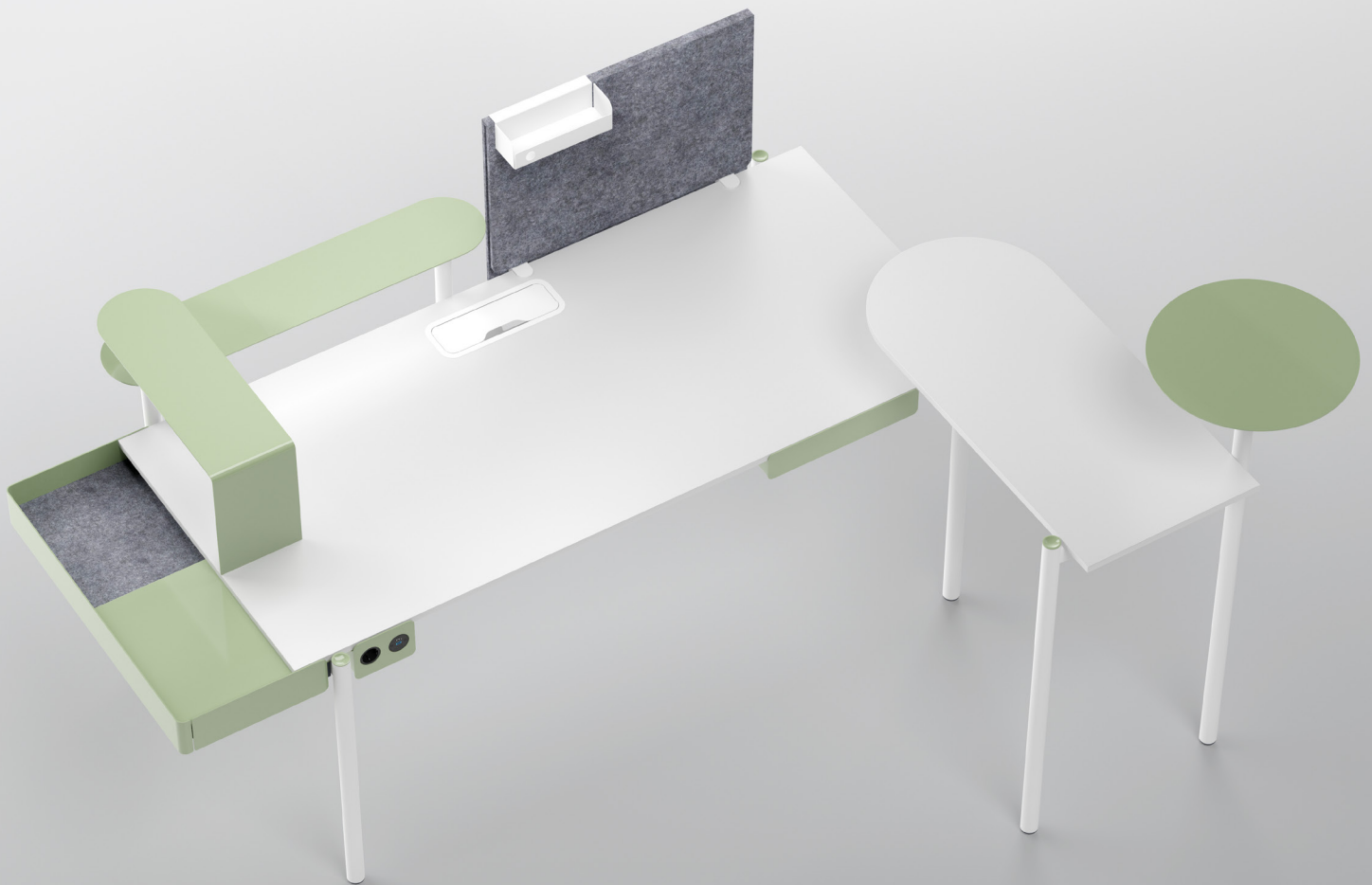


# ZEDO

## Ordering guidelines



## Other documents available for this product

Technical information for ZEDO desks

Technical information for ZEDO conference & meeting tables

Technical information for ZEDO PET acoustic desk screens

Cable management guidelines for ZEDO desks

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This guide was designed to make the ordering process of the ZEDO desk system easier. Here you will find the most common combinations and explanations regarding which parts you should order for the desired combinations.

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For your convenience you can also use product templates in online pricelist and adjust them according to your needs.

# Basics of ordering ZEDO desks

## 01

### Choosing the combination

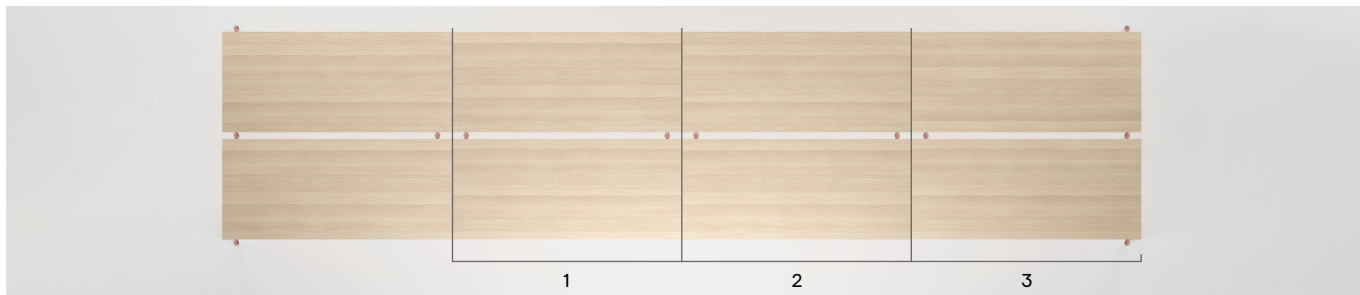
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ZEDO can be ordered as a single desk or as a bench desk.



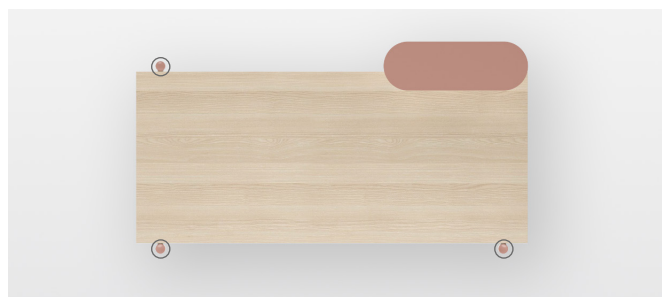
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Desks can easily be extended with an addition of the supplementary units. You can use maximum three supplementary units in one combination.



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Each desk requires plugs that must be ordered separately and depends on desk type. E.g., if you order a single desk, you need to order 4 plugs. The number of required plugs will be smaller if you order any of the accessories mentioned in Step 04.



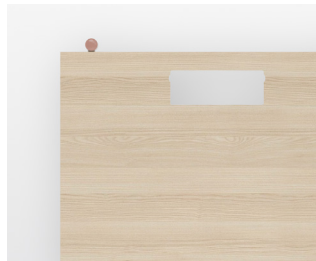
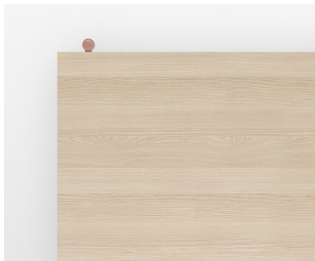
## 02

### Choosing the desk

- Choose the size of the desktop. The single desk can be 1000 mm in width and 700 mm in depth, also 1200 / 1400 / 1600 mm in width and 700 or 800 mm in depth. Please note that due to protruding legs the desks overall dimensions change.



- Choose the type of the desktop: plain desktop or desktop with cut-out for grommet and wire management.



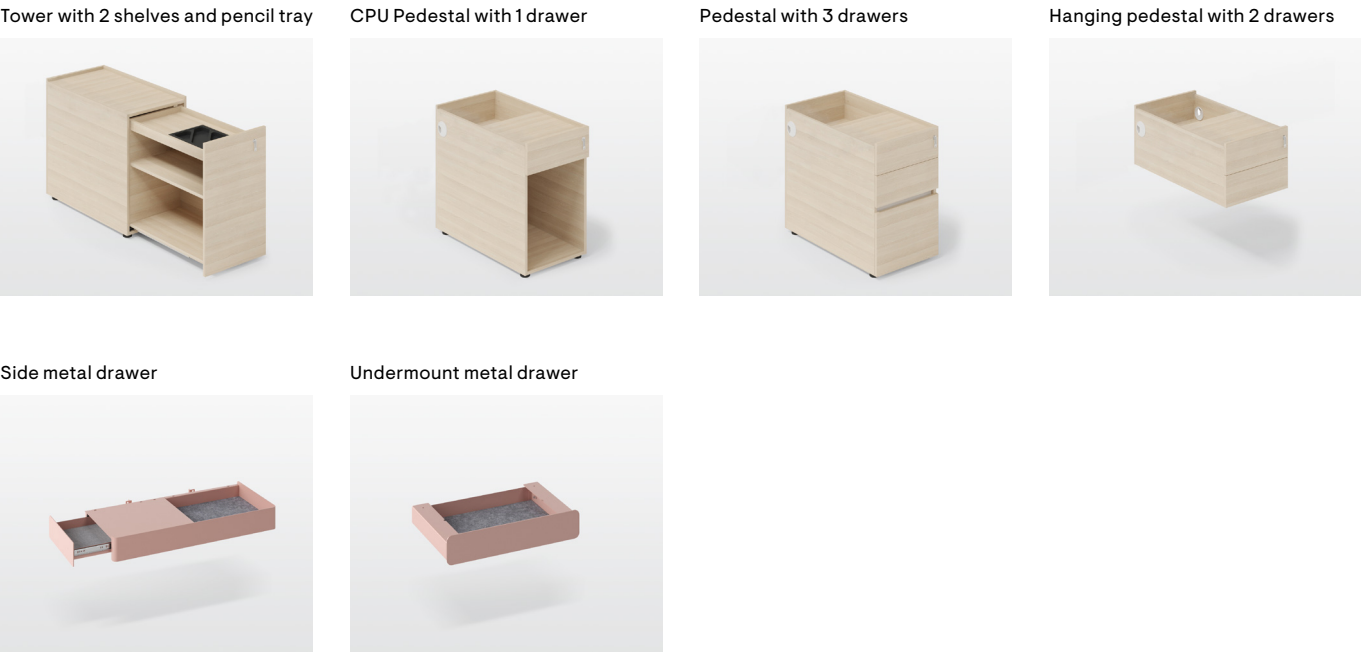
- If you chose the desktop with a cut-out, metal grommet or power unit with metal frame must be ordered separately.



03

Choosing optional towers, pedestals and drawers

Workstations can be complimented with different under desk units as below:



Select the side of the chosen unit: left side add unit (1), middle unit (2), right side add unit (3), right side metal drawer (4), left side metal drawer (5).



**Side metal drawers can only be placed on the side and can be chosen instead of the pedestal or tower. You cannot have both the pedestal/tower and the side drawer on the same side.**

• Middle unit can be attached only between two desk legs.



• Tower middle unit ordered and assembled as left or right.



• Undermount metal drawer is versatile and can be fixed on both left or right side.



04

Choosing optional shelves and extension table

Workstations can be complimented with different shelves and an extension table:

Side shelf attached to the leg and desktop



Side shelf attached to the legs or leg and desktop



Side shelf for 2-desk bench attached to the legs



Set of side and curved shelves attached to the legs or leg and desktop



Curved shelf attached to the leg



Set of curved shelves attached to the leg



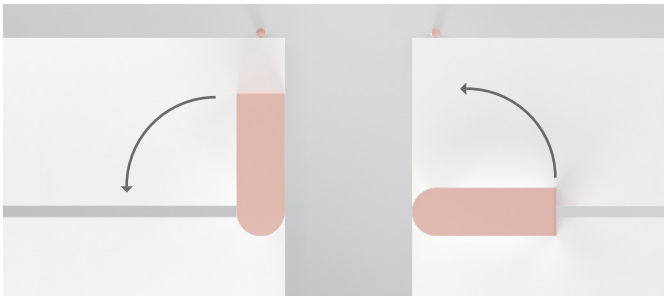
Rounded shelf attached to the leg



High extension table



Curved shelves and high extension table can be rotated around its axis to create different scenarios but it is not designed to be rotated on a daily basis.



## 05

### Choosing the right number of plugs

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**Each desk requires plugs that must be ordered separately and depend on the desk type. A single desk requires 4 plugs.**

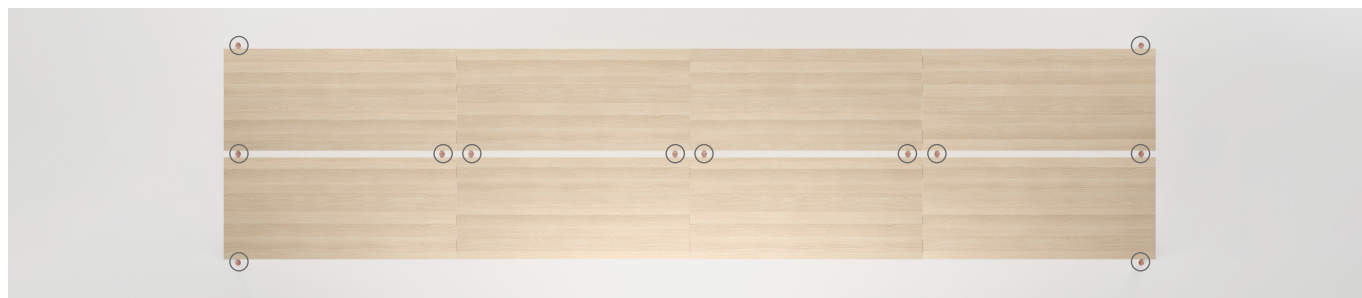
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A single row desk requires 4 plugs. Supplementary units for single row desks do not require any plugs, as they do not have protruding legs. E.g., if you order a single row desk of three workstations, you need to order 4 plugs.



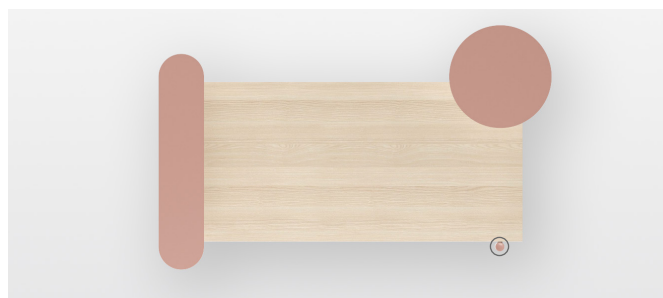
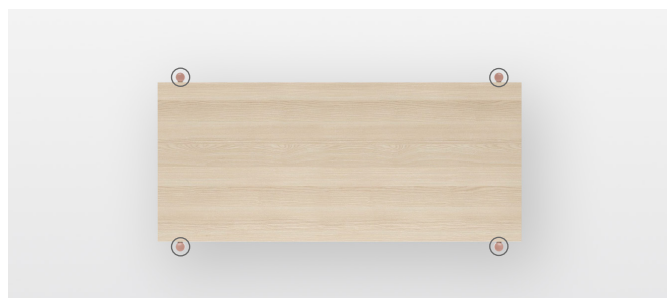
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A 2-desk bench requires 6 plugs. Each supplementary unit for 2-desk benches adds 2 additional plugs. E.g., if you order a bench desk of eight workstations, you need to order 12 plugs.



!

**If you order any shelves or an extension table, you need a smaller number of plugs. E.g., if you order a single desk, one rounded shelf and one side shelf attached to the legs, you need to order one plug to complete the combination.**





## 06

### Choosing optional screen solutions

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**Only ZEDO PET screens can be ordered for ZEDO desks.**

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Screens are 450 mm shorter than the desks, as the space on the sides is meant for optional shelves.



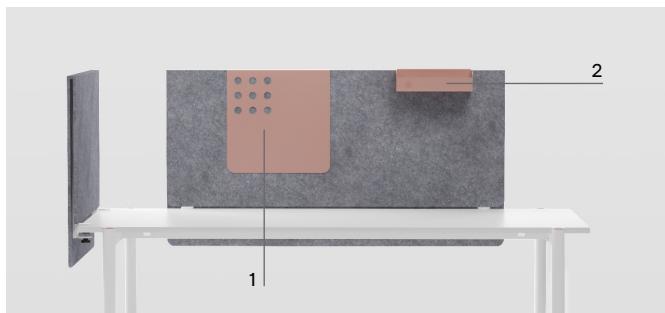
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If you are not ordering optional shelves and would like the screen to cover the full length between the legs, please order a one size larger screen. E.g., for 1200 mm desk you should order a 1400 mm screen. For this reason, there are two screen options for the desk of 1800 mm length.



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You can additionally attach a magnetic board (1) and a shelf for small items or plants (2) to your screen.



## 07

### Choosing cable management solutions

- For desktop with a cut-out metal grommet or power unit with metal frame must be ordered.

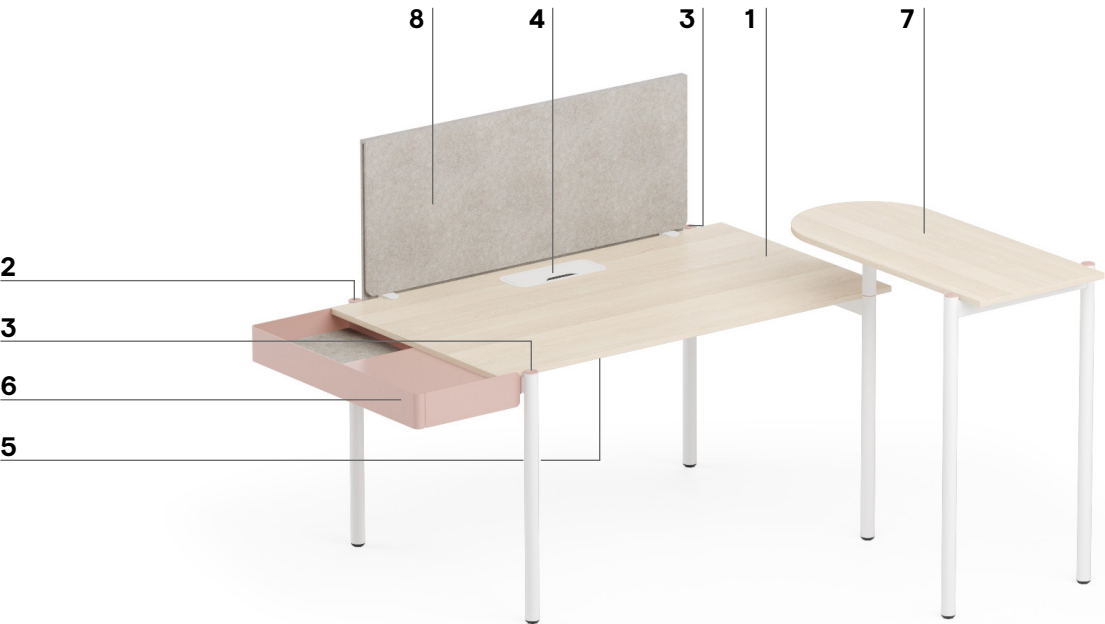


- For pedestals you can order a metal box for cable management with a removable lid.











- Detailed information about cable management solutions can be found in ZEDO desks cable management guidelines.

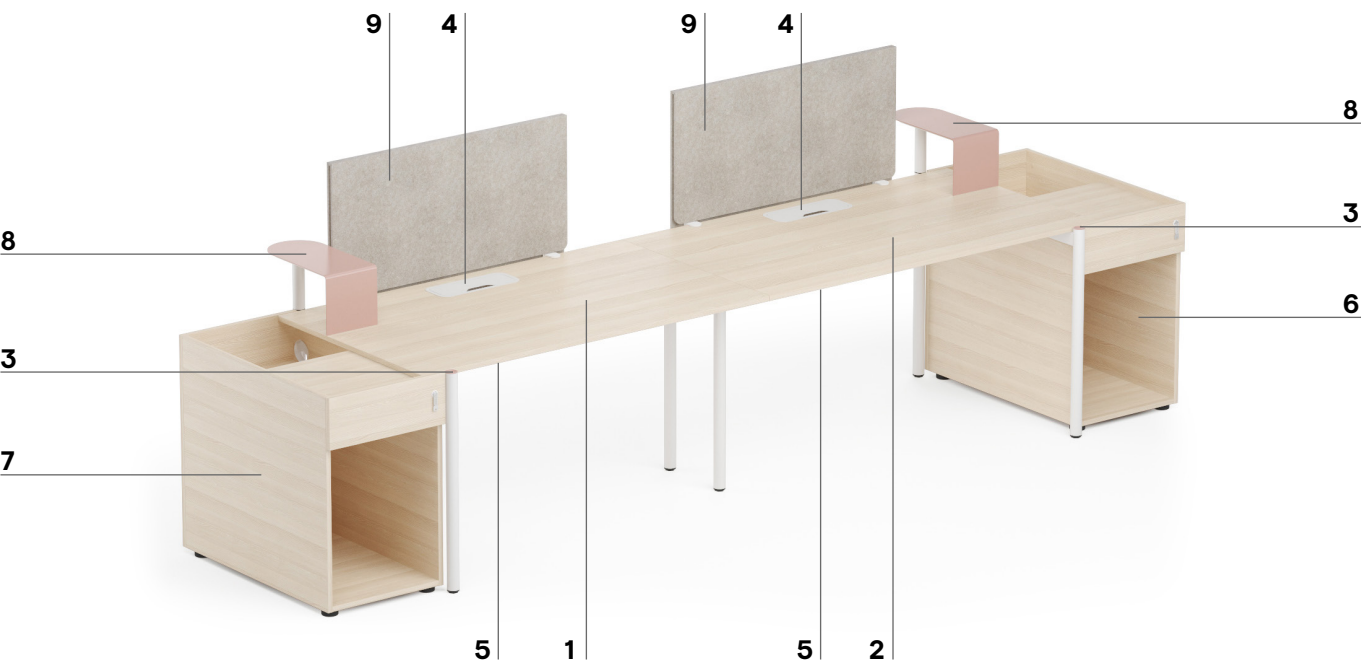
# Ordering example 1












## Pricelist item's selection

	Description	Code	Quantity (pcs.)
1 	Desk with a cut-out for grommet	DXA144	1
2 	Metal plug for desk leg, 1 pc.	G2Z0053	1
3 	Metal plug for desk leg, 2 pcs.	G2Z0054	1
4 	Rounded metal desk grommet	G6F0440	1
5 	Cable tray for L=1400 mm desk	G9A0036	1
6 	Side metal drawer, L/H with open space and PET felt insert	DXZ08L	1
7 	High extension table connectable to the desk legs	DXD10E	1
8 	Screen for 1600 mm length desk	DXP161	1

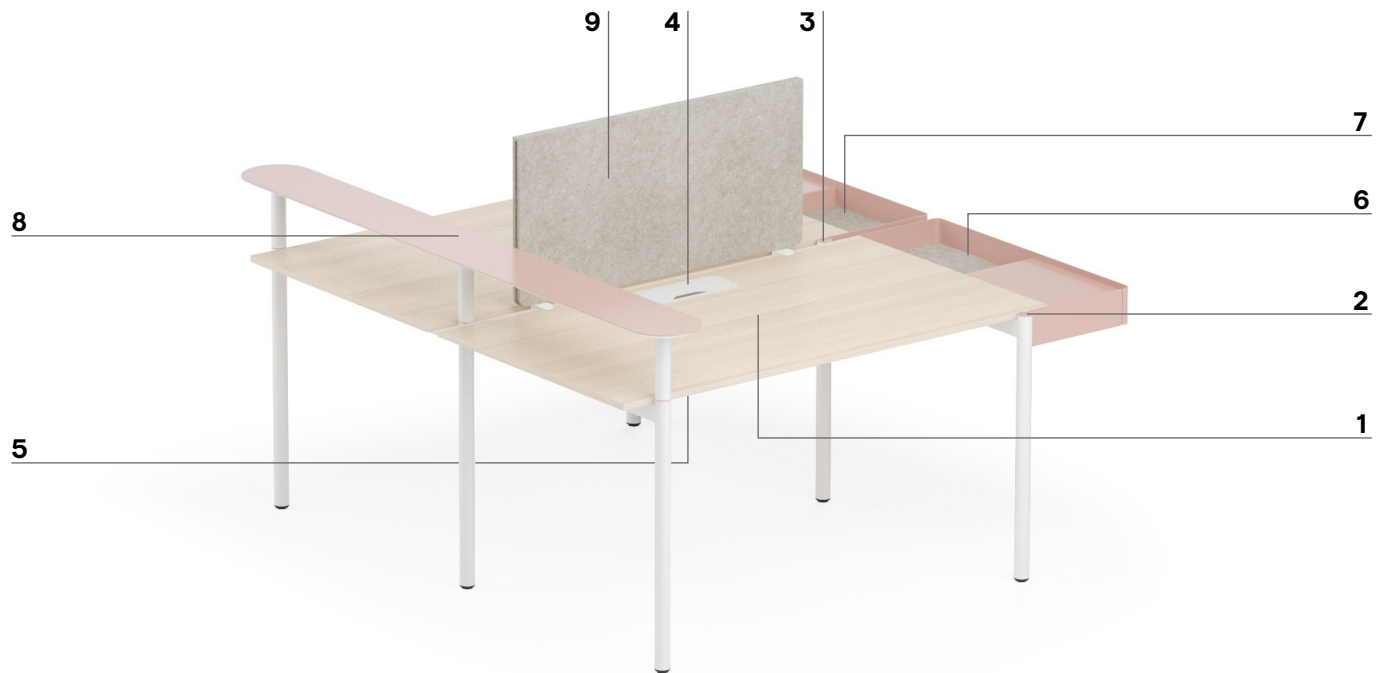
Ordering example 2












Pricelist item's selection

	Description	Code	Quantity (pcs.)
1 	Desk with a cut-out for grommet	DXA144	1
2 	Supplementary unit for single row 2-desk bench with a cut-out for grommet	DXD144	1
3 	Metal plug for desk leg, 2 pcs.	G2Z0054	1
4 	Rounded metal desk grommet	G6F0440	2
5 	Cable tray for L=1400 mm desk	G9A0036	2
6 	CPU pedestal with one lockable drawer (right side add unit)	G1A0509	1
7 	CPU pedestal with one lockable drawer (left side add unit)	G1A0511	1
8 	Curved shelf attached to the leg	DXZ016	2
9 	Screen for 1400 mm length desk	DXP141	2

## Ordering example 3









### Pricelist item's selection



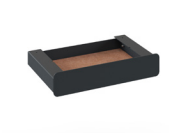


	Description	Code	Quantity (pcs.)
1	 2-desk bench with cut-outs for grommet	DXS144	1
2	 Metal plug for desk leg, 1 pc.	G2Z0053	1
3	 Metal plug for desk leg, 2 pcs.	G2Z0054	1
4	 Rounded metal desk grommet	G6F0440	2
5	 Cable tray for L=1400 mm bench desk	G9A0040	1
6	 Side metal drawer, R/H with open space and PET felt insert	DXZ08R	1
7	 Side metal drawer, L/H with open space and PET felt insert	DXZ08L	1
8	 Side shelf for 2-desk bench attached to the legs	DXZ013	1
9	 Screen for 1400 mm length double bench desk	DXP142	1

# Ordering example 4

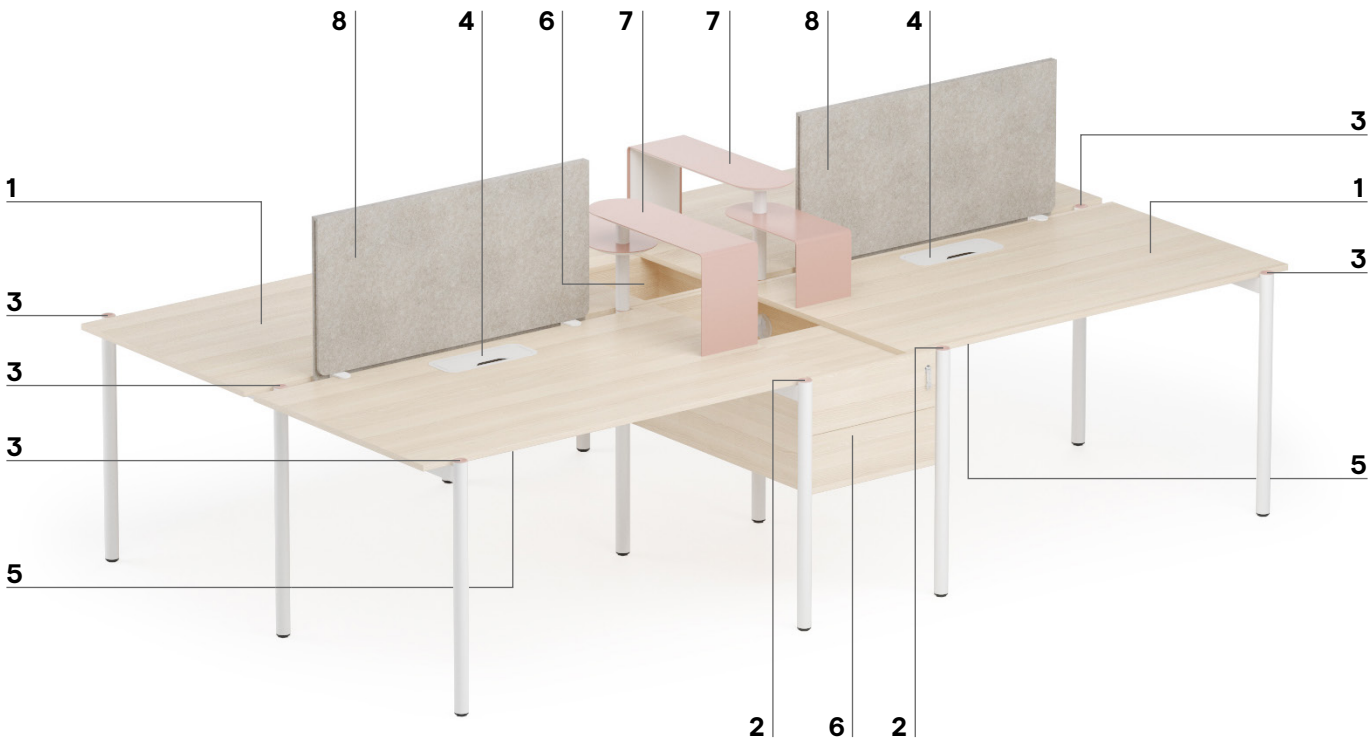


## Pricelist item's selection






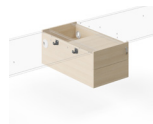

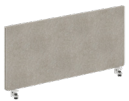
	Description	Code	Quantity (pcs.)
1 	2-desk bench with cut-outs for grommet	DXS144	1
2 	Supplementary unit for 2-desk bench with cut-outs for grommet	DXD14D	1
3 	Metal plug for desk leg, 2 pcs.	G2Z0054	1
4 	Metal plug for desk leg, 6 pcs.	DXZ004	1
5 	Rounded metal desk grommet	G6F0440	4
6 	Cable tray for L=1400 mm bench desk	G9A0040	2

		Description	Code	Quantity (pcs.)
7		CPU Pedestal with one lockable drawer (right side add unit)	G1A0509	2
8		CPU Pedestal with one lockable drawer (left side add unit)	G1A0511	2
9		Undermount metal drawer	G9A0082	4
10		Screen for 1400 mm length double bench desk	DXP142	2
11		Central screen for 800 mm depth desk for single row and 2-desk benches	DXP082	2

# Ordering example 5

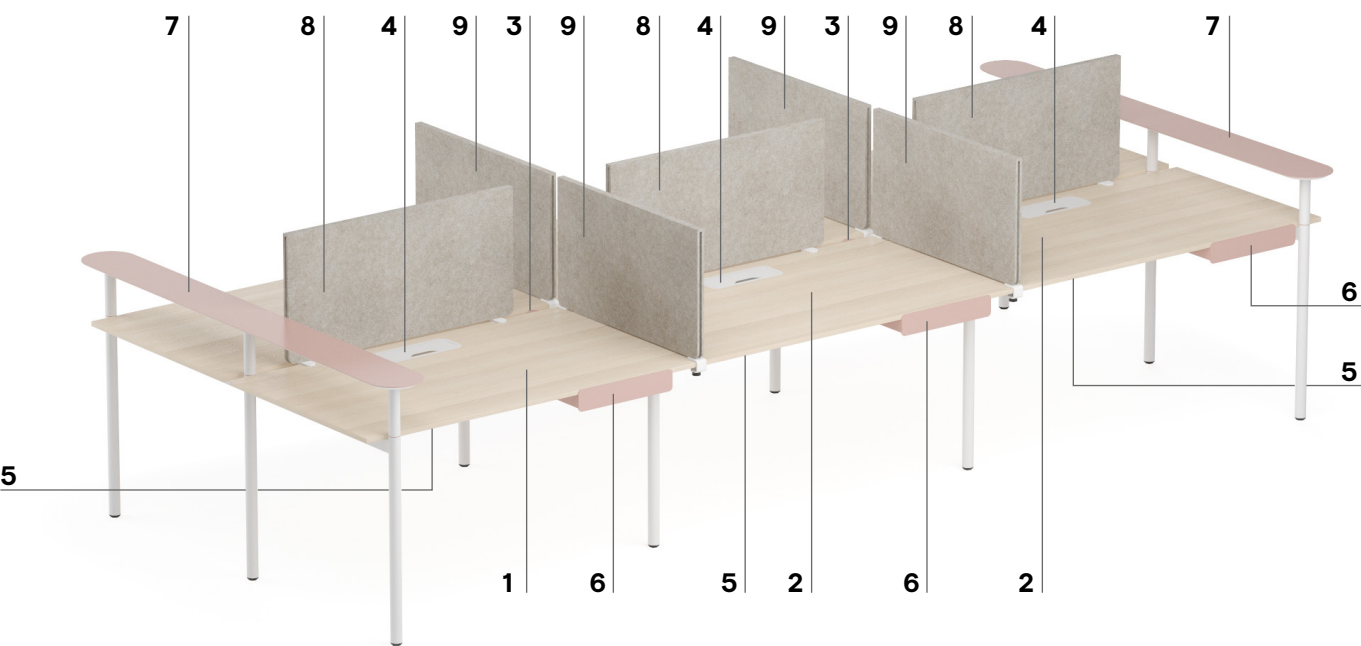


## Pricelist item's selection










	Description	Code	Quantity (pcs.)
1 	2-desk bench with cut-outs for grommet	DXS144	2
2 	Metal plug for desk leg, 4 pcs.	G2Z0055	1
3 	Metal plug for desk leg, 6 pcs.	DXZ004	1
4 	Rounded metal desk grommet	G6F0440	4
5 	Cable tray for L=1400 mm bench desk	G9A0040	2
6 	Hanging pedestal (middle unit)	G1A0521	2
7 	Set of curved shelves attached to the leg	DXZ018	2
8 	Screen for 1400 mm length double bench desk	DXP142	1



# Ordering example 6



## Pricelist item's selection

	Description	Code	Quantity (pcs.)
1	 2-desk bench with cut-outs for grommet	DXS144	1
2	 Supplementary unit for 2-desk bench with cut-outs for grommet	DXD14D	2
3	 Metal plug for desk leg, 4 pcs.	G2Z0055	1
4	 Rounded metal desk grommet	G6F0440	6
5	 Cable tray for L=1400 mm bench desk	G9A0040	3
6	 Undermount metal drawer	G9A0082	6
7	 Side shelf for 2-desk bench attached to the legs	DXZ013	2
8	 Screen for 1400 mm length double bench desk	DXP142	3
9	 Central screen for 800 mm depth desk for single row and 2-desk benches	DXP082	4

# Proposed colour combinations



2-desk bench	DXS144
Metal plug	G2Z0053
Metal grommet	G6F0440
Side metal drawers	DXZ08R/L
Side shelf	DXZ013
Screen	DXP142

D1	E		
ME2			
E			
GS4	B19	ME2	
ME2	BO2	E	ME2
B19		E	



2-desk bench	DXS144
Metal plug	G2Z0053
Metal grommet	G6F0440
Side metal drawers	DXZ08R/L
Side shelf	DXZ013
Screen	DXP142

N2	E		
S1			
E			
GS4	B19	S1	
S1	B02	E	S1
B19	E		



2-desk bench	DXS144
Metal plug	G2Z0053
Metal grommet	G6F0440
Side metal drawers	DXZ08R/L
Side shelf	DXZ013
Screen	DXP142

D5	A		
ME2			
A			
GS4	B44	ME2	
ME2	B01	A	ME2
B44		A	



2-desk bench	DXS144
Metal plug	G2Z0053
Metal grommet	G6F0440
Side metal drawers	DXZ08R/L
Side shelf	DXZ013
Screen	DXP142

D2	A		
A			
A			
S68	B33	A	
A	B01	A	A
B33		A	



2-desk bench	DXS144
Metal plug	G2Z0053
Metal grommet	G6F0440
Side metal drawers	DXZ08R/L
Side shelf	DXZ013
Screen	DXP142

J4	A		
A			
A			
GS4	B19	ME1	
ME1	B01	A	ME1
B19		A	



2-desk bench	DXS144
Metal plug	G2Z0053
Metal grommet	G6F0440
Side metal drawers	DXZ08R/L
Side shelf	DXZ013
Screen	DXP142

M1	E		
ME1			
E			
GS4	B19	ME2	
ME1	B02	E	ME1
B19		E	